

Job Posting Title

DAIGI Headquarters/Washington, DC/90135096

Effective Date

01/14/2011

Reference Code

E-90135096

Additional Information

\$125,000-\$165,000

Job Title

DAIGI Headquarters (1)

Company

Amtrak

Department

Office of Inspector General - Investigations

Project

The Office of Inspector General (OIG) strives to provide Amtrak employees, its customers, the public and the Congress with the highest quality service and programs through vigilance, timely action, accuracy, and an overall commitment to excellence across the broad range of OIG responsibilities.

Tasks

SUMMARY OF DUTIES: The DAIGI Headquarters Operations is responsible and accountable for the day-to-day functioning of the Headquarters investigative operations of the Office of Inspector General. The DAIGI Headquarter Operations oversees the Headquarters investigative-unit functions of internal quality review/assessment, investigative training, fraud awareness, external outreach and Congressional reporting as well as handling noncriminal investigations.

Requirements

EDUCATION: Bachelor's Degree in Business Administration, Criminal Justice or other related field, or equivalent combination of education, training and work experience.

WORK EXPERIENCE: Must have satisfactorily completed the Criminal Investigator Training Program at the Federal Law Enforcement Training Center in Glynco, Georgia or an equivalent Federal criminal investigative training program. Must have successfully completed firearms training and maintain qualifications to carry and use firearms. 10 plus years of criminal investigative experience, preferably at the Federal level.

PREFERRED WORK EXPERIENCE: Familiarity with the laws, practices and procedures of Federal Inspector General Offices. Investigative experience with an emphasis on white collar crime.

COMMUNICATION AND INTERPERSONAL SKILLS: Excellent written and verbal communication skills are essential to handle sensitive and confidential situations. Must be able to maintain poise, tact and diplomacy at all times and work effectively with all levels of employees. Must have the ability to build and maintain effective working relationships in support of the department's strategic plan.

TRAVEL: Yes

Contract Type

Regular

Location

10 G

City

Washington